



JEFFERSON UTILITIES

PEOPLE YOU KNOW, SERVICE YOU TRUST

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January 15, 2003

Mr. Scot Cullen
Public Service Commission
610 N. Whitney Way
P.O. Box 7854
Madison, WI 53707-7854

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PUBLIC SERVICE

RE: In the Matter of Filing Reporting Requirements for Appropriate Inspection
and Maintenance, PSC Rule 113.0607(6)

Dear Mr. Cullen:

Enclosed for filing are 3 copies of Jefferson Utilities's report to the commission,
submitted every two years, showing compliance with its Preventative Maintenance Plan.

Very truly yours,

Bruce Folbrecht
Utility Manager

Enclosures

RECEIVED
JAN 15 2003
Electric Division

A Proud Owner of **WPPI** — Powering Wisconsin Communities

TWO YEAR REPORT DOCUMENTING COMPLIANCE WITH THE PREVENTATIVE MAINTENANCE PLAN

Jefferson Utilities

**FILING DEADLINE
FEBRUARY 1, 2003**

January 15, 2003

Bruce Folbrecht

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This report format was prepared by the MEUW work group for PSC Rule 113.0607 for use by the 82 municipal electric utilities in Wisconsin and endorsed by PSC staff as meeting the requirements of Rule PSC 113.0607.

I Reporting Requirements: PSC 113.0607(6) states;

Each utility shall provide a periodic report to the commission showing compliance with its Preventative Maintenance Plan. The report shall include a list of inspected circuits and facilities, the condition of facilities according to established rating criteria, schedules established and success at meeting the established schedules.

II Inspection Schedule and Methods:

SCHEDULE:	MONTHLY	ANNUAL	EVERY 5 YEARS
Substations	X	X	
Distribution (OH & UG)			X

METHODS: Five criteria groups will be used to complete the inspection of all facilities.

1. IR – infrared thermography used to find poor electrical connections and/or oil flow problems in equipment.
2. RFI - Radio Frequency Interference, a byproduct of loose hardware and connections, is checked using an AM radio receiver.
3. SI – structural integrity of all supporting hardware including poles, crossarms, insulators, structures, bases, foundations, buildings, etc.
4. Clearance – refers to proper spacing of conductors from other objects, trees and conductors.
5. EC – equipment condition on non-structural components such as circuit breakers, transformers, regulators, reclosers, relays, batteries, capacitors, etc.

Distribution facilities will be inspected by substation circuits on a 5 year cycle such that the entire system will be inspected every 5 years. Inspector instructions for inspecting all facilities and forms are included in the plan.

III Condition Rating Criteria

This criterion, as listed below, establishes the condition of a facility and also determines the repair schedule to correct deficiencies .

- 0) Good condition
- 1) Good condition but aging
- 2) Non-critical maintenance required – normally repair within 12 months
- 3) Priority maintenance required – normally repair within 90 days
- 4) Urgent maintenance required – report immediately to the utility and repair normally within 1 week

IV Corrective Action Schedule

The rating criteria as listed above determine the corrective action schedule.

V Record Keeping

All inspection forms and records will be retained for a minimum of 10 years. The inspection form contains all of the required critical information i.e. inspection dates, condition rating, schedule for repair and date of repair completion.

VI Reporting Requirements

A report and summary of this plan's progress will be submitted every two years with the first report due to the Commission by February 1, 2003. The report will consist of a cover letter documenting the percent of inspections achieved compared to the schedule and the percent of maintenance achieved within the scheduled time allowance.

VII Inspected Circuits and Facilities

Circuit # and description	Substation
Crawfish - Circuit 1	Crawfish River Substation
East Substation Circuit - East Racine	East Substation
South Substation Circuit - South	South Substation

VIII Scheduling Goals Established and Success of Meeting the Criteria:

Jefferson Utilities met its goal of physically inspecting approximately 25% of the distribution system. 100% of the overhead distribution system was inspected using infrared thermography. Monthly and annual substation inspections were also completed.

IX Facility condition – rating criteria:

Almost all facilities inspected were found in good condition or good condition but aging. Several non-critical maintenance items were found and repaired promptly.